



Faculty Senate Meeting Agenda
Friday, September 25, 2015
1:00 PM until Adjournment
DSC B&C

- I. Welcome and Roll Call
- II. Review of Minutes
- III. Announcements

IV. Introduction of New Topics (2 min limit, no discussion)

V. Reports

- A. Chancellor's Report – Joel Anderson
- B. Provost's Report – Zulma Toro
- C. Council on Core Curriculum and Policies – Belinda Blevins-Knabe
- D. Undergraduate Council – Mike Tramel
- E. Graduate Council – Brian Berry
- F. Academic Success Program Success Stories – Kimberly Bright

VI. Old Business

- A. Motion FS_2015_28. Faculty Senate *Executive Committee* (Legislation. Majority Vote at Two Meetings, Second vote, verbatim) Merge Faculty Research Committee and Faculty Teaching and Service Development Committees into Faculty Professional Development Committee

Be it resolved that the Faculty Research Committee shall be deleted

~~**Faculty Research Committee:** This committee shall make recommendations to the Faculty Senate concerning research policies of a general nature and methods of encouraging research activity. Under the authority of the vice chancellor and provost, it shall award the faculty research grants. The committee shall consist of one full-time faculty member from each college and school represented in the Faculty Senate to be appointed by the Committee on Committees. Each member shall serve a two-year term, with the terms to be staggered to insure experienced representation.~~

And, Be it further resolved that the Faculty Teaching and Service Development Committee shall be renamed to the Faculty Professional Development Committee and changed as follows:

Faculty Teaching and Service Professional Development Committee: The purpose of this committee is to review and make recommendations concerning policies and procedures involving the enhancement of the research, teaching, and service functions of the University. ~~More specifically,~~ The committee is concerned with faculty improvement workshops and other activities and conditions designed to recruit, improve, and retain a highly productive faculty. This committee shall make recommendations to the Faculty Senate concerning research policies of a general nature and methods of encouraging research activity. Under the authority of the executive vice chancellor and provost, it shall award the faculty research grants.

The committee shall consist of one member from the Ottenheimer Library faculty, two full time faculty members from each college or school represented in the Faculty Senate to be named by the Committee on Committees to staggered terms of two years each and as ex-officio member, the designee appointed by the Executive Vice Chancellor and Provost. ~~the Associate Vice Chancellor for Technology and Instructional Support, the campus director of American Humanities, and the Director of Campus and Community Partnerships.~~

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Commentary: Neither the Faculty Research Committee nor the Faculty Teaching and Service Development Committee has been active in recent years, so neither committee has so much work to do that two committees are justified. By focusing the charge of the committee to Faculty Professional Development, it is envisioned that the committee might recommend and maintain a comprehensive professional development plan for the university that is responsive to faculty needs.

- B.** Motion FS_2015_29. Faculty Senate *Executive Committee* (Legislation. Majority Vote at Two Meetings, Second vote, verbatim) Delete Planning and Finance Committee chair as Academic Calendar and Schedules chair.

Whereas the practice of the university has been for the ACSC committee to elect a chair from its membership,

Be it resolved that the Academic Calendar and Schedules Committee be modified to delete the chair of Planning and Finance Committee as the chair of the Academic Calendar and Schedules Committee, so that the committee shall read:

Academic Calendar and Schedules Committee: This committee shall recommend to the Faculty Senate the academic calendar, schedules, and schedule policy, and shall present academic schedules to the Senate. Normally, these calendars and schedules, in draft form, originate in the Registrar's Office, and are forwarded to the committee for its approval before being submitted to the Faculty Senate. When questions arise, the committee shall, on behalf of the Faculty Senate, interpret the calendar and schedules.

The committee shall consist of one full-time faculty member from each college/school represented in the Faculty Senate to be appointed by the Committee on Committees, the vice president of the Faculty Senate, the chair of the Undergraduate Council or that per-

son's designee, the registrar or that person's designee, the vice chancellor and provost or that person's designee. In addition, two students appointed by the Student Government Association shall serve as members. Appointed faculty members shall serve two-year staggered terms and students shall serve one-year terms.

~~The chairperson of the Planning and Finance Committee shall serve as chairperson of this committee.~~

VII. New Business

A. Motion FS_2015_30. Faculty Senate *Executive Committee* (Legislation. Majority Vote at One Meeting, no second required) Tweak Drop Date Legislation

Whereas the Drop Date and the Late Add Date need to be separated in time so that students can make schedule adjustments more easily, and

Whereas the Drop Date can be postponed a few days without consequences,

Therefore be it Resolved that the drop date legislation be changed to:

Withdrawing from an Individual Course (Drop Date)

A student can drop a course up to the 5th day of classes through the schedule change process. Dropping a course in this time period will not result in a record of the drop on the student's transcript. From the 6th day through the 41st day of classes, a student wishing to drop a class ~~obtains acknowledgement from the course instructor and completes the course drop process by submitting the acknowledged~~ submits a request to the Office of Records and Registration who notifies the person responsible for the class. From the 11th day to the 41st day, the student may cancel the request within 5 calendar days by notifying the Office of Records and Registration. Should the student fail to cancel the request within 5 calendar days, the drop becomes final. A student cannot withdraw from a course after the 41st day of classes. The cut-off dates in this paragraph refer to the day of classes in a 15-week semester (five days=one week). In shorter semesters the cut-off dates will be adjusted proportionately.

Commentary: It should be noted that the 5 calendar days to cancel a request is NOT a cut-off date. After reviewing the process in the Fall 2015 semester, it was determined that the Late Add process was interfering with the Drop Process, when students needed to drop a class before they could add a class. By extending the Drop Date until after students have completed adding, a student who ends up dropping a class isn't blocking another student who wants to add that class. It was also determined that students were having a difficult time contacting instructors, especially adjuncts and especially in on-line classes. By giving the students five days after they have started the Drop Request for the instructor in the class to be notified and to discuss the student's possible success in the class, any students who might be convinced to continue in the class can be reached.

B. Motion FS_2015_31. Faculty Senate *Executive Committee* (Legislation. Majority Vote at One Meeting, no second required) Modify Prerequisite Test Legislation

Whereas the prerequisite test legislation has enabled some departments to administer tests after the semester began, it should be clarified that such a test can be administered before registration for the class which might assist students in selecting a more appropriate class before classes have filled up, and

Whereas it is poor form to administer a test without notifying the student about what might be tested, and

Therefore be it Resolved that the legislation which authorized departments to administer prerequisite tests be modified as follows (strike-through indicates deletion, underline indicates addition):

Individual academic units/departments may choose to develop and administer a "prerequisite-test" to all students in a course prior to registering for the class and no later than the end of the first week of classes to verify that those enrolled have the skills necessary to successfully complete the class. Students may be administratively withdrawn from the course if they do not demonstrate their grasp of the prerequisite skills. Departments who choose to initiate a prerequisite test shall follow the normal curriculum approval process using the appropriate curriculum change forms. The prerequisite test must be accompanied by a syllabus of topics covered on the test and recommended study materials to prepare for the test.

Citation and Modification

This policy must be cited in curricular documents that excerpt it (such as the Undergraduate Catalog) and the Faculty Senate Executive Committee (or their designee) should review those documents before they are finalized. Wherever there is a substantive conflict between the document which quotes this policy and this policy, this policy shall be followed.

The policy can be modified through legislative action of the Faculty Senate (see Article III of the Constitution of the Assembly of the University of Arkansas at Little Rock).

VIII. Open Forum

- A. Core Assessment: What will be distinctive about UALR graduates?

IX. Adjourn